

# **Lead Contractor Letter of Approval Application (LPF-2)(th) Instructions Target Housing and Child-Occupied Facility Lead Removal**

**Louisiana Department of Environmental Quality  
Permits Division, Registrations and Certifications Section  
P.O. Box 4313 Baton Rouge, LA 70821-3154  
(225) 219-3031 FAX (225) 219-3154**

## **INSTRUCTIONS:**

1. Applicant Information: Neatly print or type and fill in all boxes.
2. Fill in the name of either the owner of qualifying party and read carefully the certification of compliance. *Please note that the qualifying party must be a Louisiana accredited lead supervisor.*
3. Complete statement of compliance/citation.
4. Submit fees to the Louisiana Department of Environmental Quality with the application.  
Regular processing: \$500 [Applications are reviewed in order of receipt; may take up to 30 days.] Emergency processing: \$750 [Applications will be reviewed and processed in 5 days or less.]
5. Statement of certification of accuracy of application materials: please read, sign, and date.
6. Other requirements:
  - a. The qualifying party must pass the DEQ exam with a score of 70 or higher. The test must be taken and passed every three years. Applicants will be notified within 3 working days by letter as to whether they have passed or failed. Applicants who fail the exam will be allowed to take the exam again 30 days after the initial exam. If an applicant fails the exam a second time, he must wait 6 months before taking the exam again.
  - b. The qualifying party will provide the DEQ with evidence of appropriate experience and training related to target housing/child-occupied facilities at the time of the exam, or it may be submitted with the application.
7. DEQ will notify the State Licensing Board for Contractors and the applicant, by letter, of approval or disapproval of the application within 30 days of application receipt.